

# How to Evaluate Purchased Foods for Compliance with the Connecticut Nutrition Standards

Public school districts that choose the healthy food option of Healthy Food Certification (HFC) must ensure that all foods sold to students separately from reimbursable meals meet the [Connecticut Nutrition Standards](#) (CNS). The Connecticut State Department of Education's (CSDE) [List of Acceptable Foods and Beverages](#) webpage includes brand-specific lists of commercially prepared food products that comply with the CNS and beverages that comply with the beverage requirements of [Section 10-221q](#) of the Connecticut General Statutes and the U.S. Department of Agriculture's (USDA) Smart Snacks nutrition standards. HFC schools must use this list to determine which commercial foods and beverages may be sold to students.

## Reviewing Products

Before purchasing a commercial product that will be sold to students, check that the product is listed on the CSDE's [List of Acceptable Foods and Beverages](#) webpage. CSDE approval of products is specific to the brand and variety of the food or beverage. To ensure compliance with the CNS and state beverage statute, schools must check that the commercial product matches the **specific information** on the CSDE's list, including the manufacturer name, product name, variety/flavor, serving size, case pack, UPC or product code, and nutrition information per serving.

If a commercial product is not included on the CSDE's List of Acceptable Foods and Beverages webpage, schools must determine that the product complies with the CNS (foods) or state and federal beverage requirements (beverages) **before** it is sold to students.

## Submitting Products

For commercial products not listed on the CSDE's [List of Acceptable Foods and Beverages](#) webpage, submit the product information to the CSDE for review. The CSDE's resource, [Submitting Food and Beverage Products for Approval](#), summarizes the information required to submit a commercial product to the CSDE. Please submit all product information by e-mail to [susan.fiore@ct.gov](mailto:susan.fiore@ct.gov).



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## Screening Products

Schools can use the CSDE's worksheets below to screen commercial products for compliance with the CNS. Each worksheet evaluates a specific food category. The worksheets include:

- Worksheet 1: Snacks;
- Worksheet 2: Yogurt and Pudding;
- Worksheet 3: Smoothies;
- Worksheet 4: Fruits and Vegetables;
- Worksheet 5: Soups;
- Worksheet 6: Cooked Grains;
- Worksheet 7: Entrees;
- Worksheet 8: Non-entree Combination Foods;
- Worksheet 9: Nutrient Analysis of Recipes; and
- Worksheet 10: Evaluating Recipes for Sugars.

These worksheets and additional guidance on evaluating foods and beverages are available in the “[How To](#)” section of the CSDE's [CNS](#) webpage.

For guidance on evaluating foods made from scratch, refer to the CSDE's resources, *[How to Evaluate Foods Made from Scratch for Compliance with the Connecticut Nutrition Standards](#)* and *[Guidance on Evaluating Recipes for Compliance with the Connecticut Nutrition Standards](#)*.

## Common Compliance Issues

With the exception of foods sold to students at events that meet the exemption criteria of Connecticut's HFC statute, all commercial food products sold to students separately from reimbursable meals must comply with the CNS. For guidance on food and beverage exemptions, refer to the CSDE's resource, *[Exemptions for Foods and Beverages in Public Schools](#)*.

Schools can ensure that commercial food products comply with the CNS by avoiding the common compliance issues indicated below.

- **Selling noncompliant products:** Schools must ensure that all commercial food products comply with the CNS and all beverages comply with Connecticut's beverage statute and the Smart Snacks beverage standards. Before purchasing any commercial products that will be sold to students, use the CSDE's [List of Acceptable Foods and Beverages](#) webpage to verify

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that each product is listed. Check that each product matches the specific product information on the CSDE's list (see "[Reviewing Products](#)" in this document).

- **Vendor assurances of product compliance are incorrect:** Verify that all commercial products are included on the CSDE's [List of Acceptable Foods and Beverages](#) webpage, even when the vendor provides a list of compliant products or indicates that a product meets the CNS or state beverage statute. Vendor information about a product's compliance with the state nutrition requirements might not be correct.

Vendors often assume that products meeting the USDA's Smart Snacks nutrition standards also comply with the CNS. However, many products that comply with Smart Snacks do not comply with the CNS. The CNS requirements are stricter than Smart Snacks. For more information, refer to the CSDE's resource, [Comparison of the Connecticut Nutrition Standards and the USDA's Smart Snacks Nutrition Standards](#).

- **Deliveries of noncompliant products:** Schools must ensure that the products received from vendors are the same as the products that were ordered. Deliveries sometimes contain noncompliant products due to unanticipated events, such as vendor substitutions for product shortages or vendor staffing changes. Schools can avoid these issues by providing food service staff with a list of allowable snacks for the cafeteria, training food service staff on checking deliveries against product orders, and providing clear instructions to vendors on allowable foods and procedures for substitutions.

- **Vending machines operated by an outside vendor:**

Schools are responsible for ensuring that vending machines that are accessible to students on school premises sell only compliant foods and beverages, regardless of who operates them. When the district contracts with a vending company, vending machines sometimes contain noncompliant products due to unanticipated events, such as substitutions for product shortages or changes to the vending company's staff.

Schools can avoid these issues by providing food service staff with a list of allowable snacks for vending machines, training food service staff to check foods and beverages when the vending company stocks the vending machines, and providing clear instructions to the vending company on allowable foods and procedures for substitutions.



The HFC district is ultimately responsible for ensuring that all food and beverage sales to students comply with the applicable state and federal nutrition standards. Districts must implement procedures to ensure that sales of competitive foods follow these requirements.

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## Resources

CNS Worksheet 1: Snacks (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet1\\_Snacks.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet1_Snacks.xlsx)

CNS Worksheet 2: Snacks (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet2\\_Yogurt\\_Pudding.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet2_Yogurt_Pudding.xlsx)

CNS Worksheet 3: Smoothies (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet3\\_Smoothies.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet3_Smoothies.xlsx)

CNS Worksheet 4: Fruits and Vegetables (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet4\\_Fruits\\_Vegetables.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet4_Fruits_Vegetables.xlsx)

CNS Worksheet 5: Soups (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet5\\_Soups.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet5_Soups.xlsx)

CNS Worksheet 6: Cooked Grains (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet6\\_Cooked\\_Grains.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet6_Cooked_Grains.xlsx)

CNS Worksheet 7: Entrees (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet7\\_Entrees.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet7_Entrees.xlsx)

CNS Worksheet 8: Non-entree Combination Foods (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet8\\_Nonentree\\_Combination\\_Food.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet8_Nonentree_Combination_Food.xlsx)

CNS Worksheet 9: Nutrient Analysis of Recipes (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet9\\_Nutrient\\_Analysis\\_Recipes.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet9_Nutrient_Analysis_Recipes.xlsx)

CNS Worksheet 10: Evaluating Recipes for Sugars (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS\\_worksheet10\\_Evaluate\\_Recipes\\_Sugars.xlsx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/CNS_worksheet10_Evaluate_Recipes_Sugars.xlsx)

Connecticut Nutrition Standards (CSDE webpage):

<https://portal.ct.gov/SDE/Nutrition/Connecticut-Nutrition-Standards>

Ensuring District Compliance with HFC (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Ensuring\\_District\\_Compliance\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Ensuring_District_Compliance_HFC.pdf)

Evaluate Foods for CNS Compliance (“How To” section of CSDE’s Connecticut Nutrition Standards webpage):

<https://portal.ct.gov/SDE/Nutrition/Connecticut-Nutrition-Standards/How-To>

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Evaluating Foods for CNS Compliance (CSDE webpage):

<https://portal.ct.gov/SDE/Nutrition/Connecticut-Nutrition-Standards/How-To>

Exemptions for Foods and Beverages in Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Food\\_Beverage\\_Exemptions\\_Public\\_Schools.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Food_Beverage_Exemptions_Public_Schools.pdf)

Guidance on Evaluating Recipes for Compliance with the Connecticut Nutrition Standards (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluating\\_Recipes\\_CNS\\_Compliance.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluating_Recipes_CNS_Compliance.pdf)

Guide to Competitive Foods in HFC Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/CompFoods/Competitive\\_Foods\\_Guide\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/CompFoods/Competitive_Foods_Guide_HFC.pdf)

Healthy Food Certification (CSDE webpage):

<https://portal.ct.gov/SDE/Nutrition/Healthy-Food-Certification>

How to Evaluate Foods Made from Scratch for Compliance with the CNS (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluate\\_Scratch\\_Foods\\_CNS\\_Compliance.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluate_Scratch_Foods_CNS_Compliance.pdf)

How to Evaluate Purchased Foods for Compliance with the CNS (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluate\\_Purchased\\_Foods\\_CNS.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluate_Purchased_Foods_CNS.pdf)

List of Acceptable Foods and Beverages (CSDE webpage):

<https://portal.ct.gov/SDE/Nutrition/List-of-Acceptable-Foods-and-Beverages>

Requirements for Competitive Foods in HFC Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Requirements\\_Competitive\\_Foods\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Requirements_Competitive_Foods_HFC.pdf)

Requirements for Food and Beverage Fundraisers in HFC Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Fundraiser\\_Requirements\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Fundraiser_Requirements_HFC.pdf)

Requirements for Foods and Beverages in School Stores in HFC Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/School\\_Store\\_Requirements\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/School_Store_Requirements_HFC.pdf)

Requirements for Foods and Beverages in Vending Machines in HFC Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Vending\\_Machine\\_Requirements\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Vending_Machine_Requirements_HFC.pdf)

Requirements for Selling Foods and Beverages in Adult Education Programs (CSDE):

<https://portal.ct.gov/-/media/SDE/Nutrition/HFC/AdultEdHFC.pdf>

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Resources for Meeting the Federal and State Requirements for Competitive Foods in Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Resources\\_Federal\\_State\\_Requirements\\_Competitive\\_Foods.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Resources_Federal_State_Requirements_Competitive_Foods.pdf)

Sample Fundraiser Form for Healthy Food Certification (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Sample\\_Fundraiser\\_Form\\_HFC.docx](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Sample_Fundraiser_Form_HFC.docx)

Submitting Food and Beverage Products for Approval (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/FBlist/Submitting\\_Food\\_Beverage\\_Products.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/FBlist/Submitting_Food_Beverage_Products.pdf)

Summary Chart: Federal and State Requirements for Competitive Foods in HFC Public Schools (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/CompFoods/Summary\\_Chart\\_Requirements\\_Competitive\\_Foods\\_HFC.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/CompFoods/Summary_Chart_Requirements_Competitive_Foods_HFC.pdf)

Summary of Connecticut Nutrition Standards (CSDE):

[https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/Connecticut\\_Nutrition\\_Standards\\_Summary.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/CNS/Connecticut_Nutrition_Standards_Summary.pdf)

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For more information, visit the CSDE's [Healthy Food Certification](#) and [Connecticut Nutrition Standards](#) webpages, or contact the [HFC coordinator](#) at the Connecticut State Department of Education, Bureau of Health/Nutrition, Family Services and Adult Education, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at [https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluate\\_Purchased\\_Foods\\_CNS.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/HFC/Evaluate_Purchased_Foods_CNS.pdf).

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